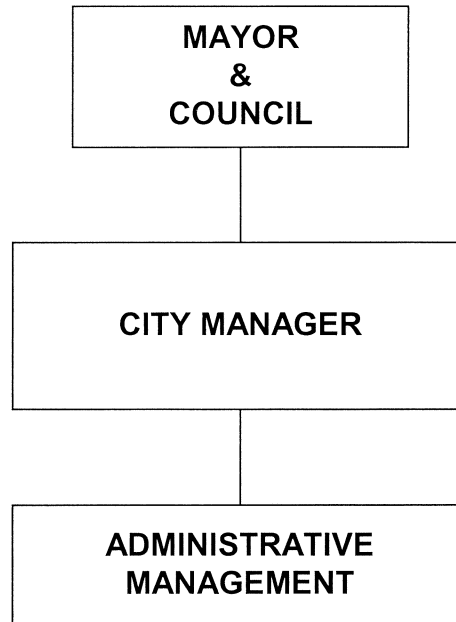


CITY MANAGER



APPROPRIATIONS BY FUND	FTE	ADOPTED 2004-2005
General Fund	14.00	\$1,859,614
Total Funding	14.00	\$1,859,614

MISSION STATEMENT

We deliver quality city services and commit to achieve San Antonio's vision of prosperity for our diverse, vibrant and historic community.

PROGRAM INFORMATION

The City Manager's Office provides centralized direction and leadership for the effective administration and operation of all municipal services for the City of San Antonio as directed by the City Council and serves as the focal point for the management of the City's staff agencies. The City Manager's Office prepares and submits to the City Council a balanced plan of municipal services in adherence with the policy goals and objectives established by the City Council while employing such managerial techniques as needed to assure efficient and effective utilization of the City's resources.

GOALS & OBJECTIVES

- ◆ To manage the efficient delivery of services to the citizens of San Antonio.
- ◆ To direct the preparation and distribution of the weekly City Council agenda and related materials to the City Council, staff and the citizens of San Antonio.
- ◆ To analyze, evaluate and monitor departmental, as well as community-based program proposals and needs through the efforts of the Management Team.
- ◆ To coordinate City Council requests for information and support services.
- ◆ To ensure that appropriate customer service/community relations mechanisms are implemented to assist citizens in the resolution of complaints and requests for service.
- ◆ To review and direct the operation of all municipal activities and services in an equitable, efficient and effective manner.
- ◆ To develop programs that enhance the quality of employee performance in their effective delivery of services.

GENERAL FUND EXPENDITURES BY CHARACTER

	ACTUAL 2002-2003	REVISED BUDGET 2003-2004	ESTIMATED 2003-2004	ADOPTED 2004-2005
PERSONAL SERVICES	\$1,651,188	\$1,589,137	\$1,592,005	\$1,593,795
CONTRACTUAL SERVICES	183,667	207,680	194,760	241,053
COMMODITIES	5,963	4,737	4,737	4,737
OTHER EXPENDITURES	14,158	14,158	14,158	20,029
CAPITAL OUTLAY	0	0	0	0
TOTAL EXPENDITURES	\$1,854,976	\$1,815,712	\$1,805,660	\$1,859,614
AUTHORIZED POSITIONS	14	14	14	14
FULL-TIME EQUIVALENTS	14.00	14.00	14.00	14.00